

ATTACHMENT 9 – PAST PERFORMANCE

The City has constructed or implemented a variety of projects funded by federal, state or local grants. They were all performed with the same basic and simple commitment – best return and fiscal stewardship of public funds. Through these projects, the City staff has demonstrated the following experience, capability or practice in utilizing grants:

- Separate and unique accounting code to fully track expenses;
- Full compliance with grant requirements (justified expense, report and performance); and
- Grant administration and project implementation.

A few examples below demonstrating the above:

- In 2010, the City, in cooperation with Inland Empire Utilities Agency, the regional wastewater treatment and recycled supplier, was successfully secured a reimbursement agreement of \$660,000 for the construction of the City's local recycled water laterals. This funding was made available to the City from the Bureau of Reclamation through the Agency. The laterals were constructed and reimbursements have been made.

Though, it's approximately only ¼ of total construction cost, an entire 24-inch transmission lateral was subject to the stringent American Recovery and Reinvestment Act (ARRA) conditions that the Agency and Bureau required. The City staff performed exceptionally well to provide in-kind services for full compliance, namely, tracking, verifying and certifying all materials in the construction being domestically made (even by visiting factory fabricating pipes).

- In 2009, the City was awarded the Energy Efficiency Conservation Block Grants (EECBG), in the amount of \$670,800, by the Department of Energy, to construct a shade structure mounted solar system. It was completed and solar energy has been generated since late 2011.

The EECBG project also has stringent ARRA conditions requiring significant amount of time to manage and implement, for examples, searching through numerous solar panel makers for the one made in USA to facilitate the solar system design and keeping track of work hours of all personnel to calculate number of job created. Quarterly reports to Department of Energy (DOE) require expenses to be disclosed in details with performance description. The most recent report to DOE is attached as example.

- In 2009, the City successfully secured approximately \$1 in federal stimulus grant available through the San Bernardino Association of Governments, for roadway improvement on Arrow Highway, a major thoroughfare. This improvement was completed mid 2011;
- In 2006, the City was awarded the Proposition 40 Integrated Watershed Management Program grant, by the State Water Resources Control Board, in the amount of \$5 Million to expand the Upland Basin for flood control and groundwater recharge. This grant funded project was successfully implemented (as discussed in Attachment 4).

During the course of the Upland Basin projects, the City worked with the public, neighboring cities and stakeholders, air control agency and the like throughout the entire project. This demonstrates the City staff's multifaceted expertise, including public outreach.

U.S. Department of Energy
ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG)
QUARTERLY PERFORMANCE REPORT

Grant Number: SC0002270

Grantee Name: CITY OF UPLAND

Reporting Period: 01/01/2012 - 03/31/2012 Report Status: Approved

Grant Complete and ready for Close out: ☐

Activity Title: Solar Energy System Installation

Activity: 13. Onsite Renewable Technology

| | | | |
|---------------------------|--------------|----------------------------------|------------|
| Activity Status: | Active | % of Work Complete: | 97 |
| Planned Start Date: | 01/15/2010 | Planned End Date: | 09/30/2010 |
| Actual Start Date: | 01/15/2010 | Actual End Date: | |
| Proposed Activity Budget: | \$670,800.00 | Planned Outlays For this Period: | \$0.00 |

Description:

This Project Activity is to install a solar system, with supporting structure serving as carport, at the City's Public Works Yard, where it is fully exposed to the sun during the day (see attached budget sheet-"CA-CITY-UPLAND-Budget"). The roofs of existing buildings/facilities in the Yard are not sufficient in size or structure for a desired solar system, which is to offset the Yard's current electricity usage by 30%. The proposed system, upon its commission, is expected to produce 125,600 kWh/year (see attached budget sheet). Project's Proposed Cost: - Solar System Equipment and Materials: \$470,000 - Labor/Installation Cost: \$150,000 - Contingency Expenses: \$50,800 TOTAL: \$670,800 (equal to the EECBG allocation for the City of Upland) - Administration/Project Management Cost: \$50,000 (funded by the City for its staff's time) The proposed EECBG budget reflects local prevailing wages, as the proposed costs are based on the quote provided (in May 2009) by a reputable local firm (see attached budget sheet) that was selected by a local governmental agency to install its solar energy system through a competitive bidding process in 2008. The numbers of jobs created and retained are 7.30 (\$670,800/\$92,000) and 0.54 (\$50,000/\$92,000), respectively.

ACTIVITY MILESTONES

| Planned Start | Planned Completion | Planned Amount | Actual Start | Actual Completion | Previously Reported | Actual Amount This Qtr | Actual Amount Cumulative To Date | Status |
|---|--------------------|----------------|--------------|-------------------|---------------------|------------------------|----------------------------------|---------|
| For the reporting quarter, ending Mar. 31, 2010, the City had an engineering firm completed a geotechnical evaluation of the site where the shade structure mounted solar system to be installed, selected a solar system designing firm and issued a service agreement to have the City's solar system designed. During this period, the City has worked with its solar design firm to arrive at a 75%-80% PV system design. The City has also selected structural engineering firms to design the shade structure. At this juncture, the City staff sees the project will require additional time to be completed, after bidding process, because contractors having to acquire proper domestic materials to fulfill the "Buy American" Act. For this reason, the estimated time of completion is revised to 12/31/2010 (rather than 09/30/2010). | | | | | | | | |
| 01/15/2010 | 12/31/2010 | 670,800 | 01/15/2010 | | 0 | 0 | 0 | On-Time |
| For the reporting period ending 09/30/09, there was no activity to report as the Award was made 09/21/09. However, as a brief, the City's EECBG project is to install shade structure mounted PV system at the City Public Works Yard. It's expected to last 25 year and to reduce the current electrical usage about 30%. | | | | | | | | |
| 01/15/2010 | 09/30/2010 | 670,800 | | | 0 | | 0 | |
| For the 2nd quarter of 2010, the City staff completed the bid documents for its EECBG project. Plans and designs were completed by the City's contracted consulting firms. The bidding for the project took place on June 16, 2010. After reviewing the bid results, the City found irregularities in the lowest bids, warranting a situation that it was best for the City to re-bid its EECBG project. The second bidding took place July 21, 2010. | | | | | | | | |
| 01/15/2010 | 01/15/2011 | 670,800 | 01/15/2010 | | 0 | 0 | 0 | On-Time |

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ACTIVITY MILESTONES

| Planned Start | Planned Completion | Planned Amount | Actual Start | Actual Completion | Previously Reported | Actual Amount This Qtr | Actual Amount Cumulative To Date | Status |
|--|--------------------|----------------|--------------|-------------------|---------------------|------------------------|----------------------------------|---------|
| For this reporting quarter, ending Sept. 2010, the City staff conducted the second bidding (the first took place in June) to select a contractor. It involved compiling bid documents, printing plans and bid books, advertizing bid, meeting contractors, responding to their inquiries, reviewing bids, and recommending the contract award to the City Council. The contract was awarded in August. The City and its selected contractor entered an agreement in September and, by such, committing the City's EECBG fund. The contractor ordered the solar modules and equipment, and presented an invoice to the City. A draw down was made for the anticipated near-term contracted EECBG expenses. Due to higher demand of domestic materials and upcoming seasons of rain, the City staff anticipates a realistic completion in March 2011. | | | | | | | | |
| 01/15/2010 | 03/30/2011 | 670,800 | 01/15/2010 | | 0 | 0 | 0 | On-Time |
| For the reporting quarter ending Dec. 31, 09, City staff searched & identified the suitable shade structure and types of module, not only in compliance with the Buy-American Act but also being functional & economical. PV system performance data (reflecting the selected structure & module) was compiled for upcoming design step and bidding documents were drafted. Job site was surveyed & plans were prepared. Quotes for geotechnical evaluation, shade structure design & installation, and PV system installation cost were obtained. Negotiated with firms to perform structural design & PV electrical design. These activities were performed in-house, thus preserving the EECBG fund for upcoming expenses. | | | | | | | | |
| 01/15/2010 | 09/30/2010 | 670,800 | | | 0 | | 0 | |
| For the reporting quarter, Sept. - Dec. 2010, the City staff processed contractor's shop drawings. The contractor purchased materials for the shade structure and solar system components, fabricated materials into the tubes and frames of the shade structure, and delivered structure components to the job site. The contractor began construction on Nov. 30, 2010. As it has been a practice of the City to pay the contractor for the work completed, on a progress basis, in the month following the month of work, the reported project expense (and use of the grant) in this reporting period was mainly for the City staff time managing the project. However, the hours of work reported below (501 hours) reflect the hours of the City, its contractor and its sub-contractor. With the draw-downs made, the City has had sufficient fund to pay for its near-term expenses. | | | | | | | | |
| 01/15/2010 | 03/30/2011 | 670,800 | 01/15/2010 | | 7,970 | 0 | 7,970 | On-Time |
| For the reporting quarter, Sept. - Dec. 2010, the City staff processed contractor's shop drawings. The contractor purchased materials for the shade structure and solar system components, fabricated materials into the tubes and frames of the shade structure, and delivered structure components to the job site. The contractor began construction on Nov. 30, 2010. As it has been a practice of the City to pay the contractor for the work completed, on a progress basis, in the month following the month of work, the project expense (and use of the grant) in this reporting period was mainly for the City staff time managing the project (next quarter report will reflect construction expense). With the draw-downs made, the City has had sufficient fund to pay for its near-term expenses. | | | | | | | | |
| 01/15/2010 | 03/30/2011 | 670,800 | 01/15/2010 | | 7,970 | 0 | 7,970 | On-Time |

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ACTIVITY MILESTONES

| Planned Start | Planned Completion | Planned Amount | Actual Start | Actual Completion | Previously Reported | Actual Amount This Qtr | Actual Amount Cumulative To Date | Status |
|--|--------------------|----------------|--------------|-------------------|---------------------|------------------------|----------------------------------|---------|
| <p>For the reporting quarter, Jan. - Mar. 2011, the City provided an alternative shade structure's footing design to the contractor at his request. Subsequently, the contractor constructed the footings, installed the shade structure's columns and cut them to designed heights, installed T-beams and purlins, installed solar panels, and performed trenching and conduit work. As of late March 2011, the project is approximately 75% complete.</p> <p>A lengthy delay occurred, primarily due to the contractor's issues with his subcontractors for construction of shade structure footings, causing a lost of time of almost 2 months. The contractor began work on Nov. 30, 2010, but could not advance and had to suspend work on his part. He resumed work on Jan. 24, 2011. The delay was also caused by unfavorable weather.</p> | | | | | | | | |
| 01/15/2010 | 06/30/2011 | 670,800 | 01/15/2010 | | 0 | 0 | 0 | On-Time |
| <p>For the reporting quarter, April 1 through June 30, 2011, the City's contractor continued to install the solar system's components, primarily, system wiring, connections to the site's electrical main control cabinet, switch boxes and breakers. Parking lot restoration work was part of the work during the quarter. The reporting quarter's expense includes payments to the contractors/vendors (\$290,561.47) and admin/staff time (\$16,655.39) managing the project.</p> | | | | | | | | |
| 01/15/2010 | 09/30/2011 | 670,800 | 01/15/2010 | | 307,217 | 0 | 307,217 | On-Time |
| <p>For the quarter, July through September 30, 2011, the City's contractors installed the solar system's remaining components necessary for system tie-in to the local utility, including installation of an additional shut-off switch, and system performance monitoring components. In addition, the contractors also performed the system check, worked on equipment warranties as parts of the required work, and fixed the shade structure's cement footing bases. The expense total for the reporting quarter (\$139,921.54) includes payments to the contractor/vendor (\$131,827.80) and admin cost (\$8,093.74).</p> | | | | | | | | |
| 01/15/2010 | 09/30/2010 | 670,800 | 01/15/2010 | | 139,922 | 0 | 139,922 | On-Time |
| <p>City and its contractor substantially completed the project in Sept. 2011. For this reporting quarter, Oct. through Dec. of 2011, the City staff primarily dealt with admin matters pertaining to project close-out and non-construction requirements, such as reviewing the contractor's payment request(s) and compliance with requirements specified in the project's Contract, including payment dispute(s) and warranty documents. In Nov. 2011, the solar system was accepted by the City Council and recorded it as improvement to City's facility. The listed figure - Federal Amount of ARRA Expenditure or Federal ARRA Infrastructure Expenditure was the expense total for the reporting quarter (\$3,891.14), including payments to the contractor/vendor (\$130.60) and City's admin cost (\$3,760.54). No draw of fund took place during the quarter. City recorded the quarter's expense and will pay for it by a EECBG draw which took place in Jan. 2012.</p> | | | | | | | | |
| 01/15/2010 | 12/31/2010 | 670,800 | 01/15/2010 | | 3,891 | 0 | 3,891 | On-Time |
| <p>From Jan. through Mar. 2012, the City staff continued to work with the contractor to resolve issues required by the City's construction contract for the EECBG project. Final payment to the contractor is pending outcome of these contract issues. City staff incurred \$4,408.66 in dealing with project/contract issues. In addition, the cost of replacing damaged equipment caused by the contractor while performing the contract's electrical work was totaled at \$2,221.84. These expenses are the project's direct expenses.</p> | | | | | | | | |
| 01/15/2010 | 09/20/2012 | 670,800 | 01/15/2010 | | | 6,631 | 6,631 | On-Time |

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REQUIRED METRICS

Financial Metrics

| Use Of Funds | Previously Reported | This Quarter Outlays | Total Cumulative To Date |
|--|---------------------|----------------------|--------------------------|
| EECBG Activity Outlays | | | |
| Recipient | | | |
| Administrative | \$70,948.75 | \$0.00 | \$70,948.75 |
| Direct Activity | \$0.00 | \$0.00 | \$0.00 |
| Vendor Organization: INNOVATIVE STRUCTURAL ENGINEERING | \$941.50 | \$0.00 | \$941.50 |
| Vendor Organization: CITY OF UPLAND | \$237.00 | \$4,408.66 | \$4,645.66 |
| Vendor Organization: DESIGN WEST ENGINEERING | \$20,850.00 | \$0.00 | \$20,850.00 |
| Vendor Organization: BESTEK ENGINEERING, INC | \$482,127.75 | \$0.00 | \$482,127.75 |
| Vendor Organization: Upland Professional Fire Fighters Association | \$0.00 | \$2,221.84 | \$2,221.84 |
| Vendor Organization: SIEVENPIPER ELECTRIC | \$5,216.94 | \$0.00 | \$5,216.94 |
| Vendor Organization: SOUTHERN CALIFORNIA EDISON CO. | \$2,500.00 | \$0.00 | \$2,500.00 |
| Vendor Organization: CHJ INC. | \$6,984.00 | \$0.00 | \$6,984.00 |
| Vendor Organization: ONTARIO BLUEPRINT | \$1,186.14 | \$0.00 | \$1,186.14 |
| Vendor Organization: CO. OF SAN BERNARDINO | \$50.00 | \$0.00 | \$50.00 |
| Vendor Organization: MTGL, INC | \$3,167.45 | \$0.00 | \$3,167.45 |
| Vendor Organization: A&I REPROGRAPHICS | \$414.66 | \$0.00 | \$414.66 |
| Vendor Organization: INLAND VALLEY DAILY BULLETIN | \$3,478.00 | \$0.00 | \$3,478.00 |

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REQUIRED METRICS

Financial Metrics

| Use Of Funds | Previously Reported | This Quarter Outlays | Total Cumulative To Date |
|---|---------------------|----------------------|--------------------------|
| EECBG Activity Outlays | | | |
| Recipient | | | |
| Vendor Organization: A2Z SIGN CO. | \$227.68 | \$0.00 | \$227.68 |
| Total: | \$598,329.87 | \$6,630.50 | \$604,960.37 |
| Total Outlays: | \$598,329.87 | \$6,630.50 | \$604,960.37 |

Process Metrics

| Metric Description | Group | Metric Item | Previously Reported | This Quarter | Cumulative To Date |
|--|--|--|---------------------|--------------|--------------------|
| Government, School, Institutional Procurement | | | | | |
| Units purchased, by type | Purchasables: Energy efficient IT systems or software packages; | Units purchased (count) | 1 | 0 | 1 |
| Renewable Energy Market Development | | | | | |
| Solar energy systems installed | | Number of systems installed (count) | 1 | 0 | 1 |
| Solar energy systems installed | | Total capacity of systems installed (kW) | 97 | 0 | 97 |

QUALITATIVE DESCRIPTIONS

Infrastructure Investment Rationale

☒ **Is Infrastructure Investment**

The City's staff considers the installation of the PV system as infrastructure investment as it'll generate green energy for 25 years.

What we planned to accomplish this period

Resolve outstanding financial issues/payments with contractor to close the project.

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QUALITATIVE DESCRIPTIONS

Are you following the Plan? If not, describe the change in approach, and reasons for the change.

City staff discussed and met with the contractor to resolve issues specified in the EECBG project work contract . The contractor asked for time to review the issues presented by the City.

Major Activities, Significant Results, Major Findings, and Key Outcomes

City staff met and discussed contract work issues.

Actual or Anticipated Problems or Delays and Corrective Action Plan**Products Produced or Technology Transfer Activities Accomplished During the Reporting Period**

Approximately 38,520 kWh of solar energy produced.

Lessons Learned**What we expect to accomplish during the next period**

Resolve contractual issues with contractor and reach agreement on final project payment amount.

Remarks

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APPROVAL HISTORY

| Action | Date | By Whom |
|-----------|------------------------|--|
| Approved | 06/14/2012 10:37:24 am | Sallie Glaize 2022871467 sallie.glaize@ee.doe.gov |
| | Comments: | |
| Submitted | 04/30/2012 12:56:50 pm | Harrison Nguyen 9092912970 hnguyen@ci.upland.ca.us |
| | Comments: | |